
What the Women of Pennsylvania Can Do in the Defense Program

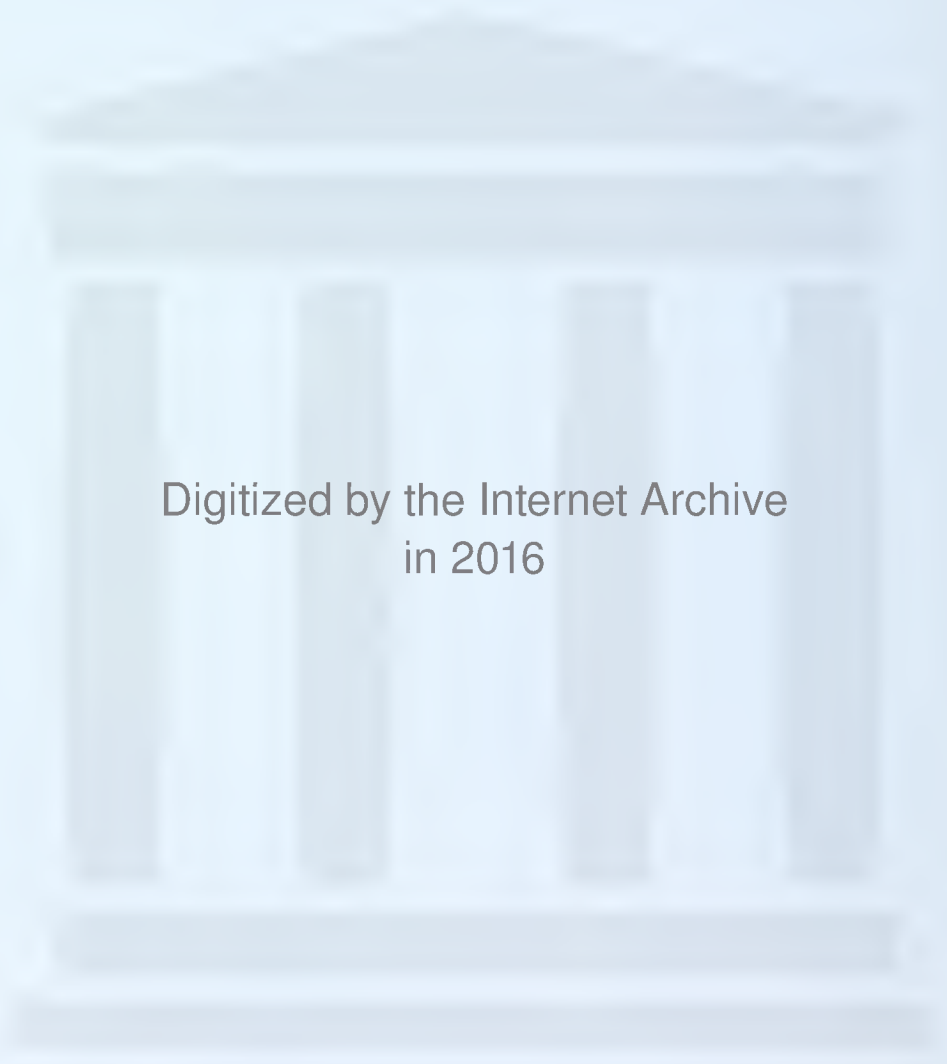
Bulletin No. 5

STATE COUNCIL OF DEFENSE OF PENNSYLVANIA

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WHAT THE WOMEN CAN DO

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The Civilian Defense Program in *every* community in Pennsylvania will be under the official direction and authority of the Local Council of Defense. See Bulletin No. 4.

The Local Council of Defense and its numerous Advisory Committees will include many women in its membership. These women members will function along side the men in the several branches of the work of the Local Council of Defense.

In addition to these women serving as Committee Members, many other women will wish to volunteer for Special Defense activities.

Women's Home Defense Units

It is suggested that each Local Council of Defense create as one of its departments a Women's Home Defense Unit. The Chairman and members of the Local Council of Defense may appoint a small committee of women to organize this Women's Home Defense Unit.

It should be clearly understood at the outset that full authority for the Local Defense Program rests in the Local Council of Defense and that the Women's Home Defense Unit is a Department of the Local Council of Defense and should have its plans approved by and co-ordinated with the Local Council of Defense.

It would be disastrous to the Defense Program in any community if the women were to run their own Defense Program according to the enthusiasm of leaders without regard to the whole program of Civilian Defense as channeled from the National Council of Defense to the State Council of Defense and to the Local Council of Defense.

The purpose of the Women's Home Defense Unit is to stir and lead the women of each community to help in those many aspects of the Local Council of Defense Program which women can do best.

Registration of Volunteers

After the leaders of the Women's Home Defense Unit have been appointed, one of their first duties should be to conduct a Registration of Volunteers, at which all women who are willing to give service to some phase of the Defense Program should register.

Uniform copy for a Registration Card will be sent upon request.
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Assignment of Duties

After the Registration of Volunteers, the leaders of the Women's Home Defense Unit, with the approval of the Local Council of Defense, will assign the volunteers to the different activities that will be

most needed in the local communities. Not all phases of the Defense Program can be organized at once. In some communities certain kinds of volunteer service will be more important than others, but in the course of a few months, all those who register should be assigned to some form of volunteer defense activity. Special information and instructions will be sent frequently from the State Council of Defense to the Local Councils of Defense for the use of the Women's Home Defense Units.

Types of Volunteer Service

Following are several types of services which can be rendered by the volunteers in the Women's Home Defense Units. Not all of these services need or can be rendered in most of the communities of Pennsylvania, but from this list of women of each community can find some important phases of its Local Defense Program.

The Local Council of Defense, or its Women's Home Defense Unit, will not set up any new works or any new training courses in communities where the work or training is already being done by existing organizations or agencies, and where such training is open to volunteer defense workers. Many of the activities named below are already thoroughly organized by permanent agencies, in which cases the Women's Home Defense Unit will simply help such agencies in any ways possible.

VOLUNTEER DEFENSE ACTIVITIES FOR WOMEN

I. Established Community Services:

1. Hospitals
 - (a) Clerical work in clinics, etc.
 - (b) Nurses aid and work in wards
 - (c) Motor messenger
2. Case Work
 - (a) Motor messenger for social workers
 - (b) Follow-up work under direction of social workers
3. Settlement Houses and Community Centers
 - (a) Recreational group work with adults and children
 - (b) Educational work with adults
 - (c) Literary service
- (d) Service in Cooperative Shops and Women's Exchanges
4. Public Health
 - (a) Diet clinics
 - (b) Hot school lunch program
5. Community Drives
 - (a) Soliciting funds
 - (b) Clerical and office work
6. Public Relations
 - (a) Public speaking
 - (b) Radio programs
 - (c) Art work (posters)
 - (d) Press

II. *Defense Services Created by Present Emergency:*

1. Recreational Work for Service Men
 - (a) Information bureaus in towns near camps
 - (b) Service clubs or hostess houses
2. Collection books, games, comforts, etc., to be sent to camps
3. Food Conservation
4. Auxiliary Services
 - (a) Fire fighting
 - (b) Police patrol:
 - Traffic direction
 - Crowds at parades or demonstrations
 - Riot squads
 - (c) Ambulance driving
 - (d) Telephone switchboard
 - (e) Short-wave radio operation
5. Service to Government Agencies
 - (a) Motor messenger
 - (b) Translating foreign languages
 - (c) Decoding and cryptanalysis
 - (d) Camouflage
6. Morale
 - (a) Public speaking
 - (b) Radio programs
 - (c) Art work (posters)
 - (d) Press
7. Surgical Dressings

III. *War Relief:*

1. Production
 - (1) Knitting
 - (2) Sewing
 - (3) Surgical dressings
2. Office and Clerical
3. Motor Messenger

POSSIBLE DEFENSE TRAINING COURSES FOR WOMEN

1. First Aid
2. Accident Prevention
3. Surgical Dressings
4. Nurses Aid
5. Home Hygiene and Care of the Sick
6. Food Planning and Conservation
7. Mass Feeding
 - (a) Canteens
 - (b) Communal kitchens
8. Motor Mechanics
 - (a) Practical—for regular motor messenger service
 - (b) Advanced—for repair work in garages
9. Group Leadership
 - (a) Recreational work with (1) Children (2) Adults
 - (b) Technique and psychology of group work

10. Clerical
 - (a) Refresher course in stenography
 - (b) Filing
 - (c) Office machines
 - (d) Technique of interviewing
11. Telephone and Telegraph
 - (a) Switchboard operation
 - (b) Telegraphy
12. Radio
 - (a) Script writing
 - (b) Short wave radio operator
 - (c) Technique of broadcasting (doubtful value)
13. Public Speaking
14. Photography
15. Camouflage
 - (a) Military
 - (b) Industrial
 - (c) Aerial
16. Fire Fighting
17. Subsidiary Police Patrol
 - Directing Traffic
 - Riot Work
18. Community set-up
 - (a) Public and private agencies—their place in the community
 - (b) Tours of agencies

INSIGNIA

The State Council of Defense is preparing a button which the Local Councils of Defense can give all the women who render any recognized volunteer service in the Women's Home Defense Units.

It should be noted that the fields of activity are so varied that women of all circumstances can help in one way or another. The busy housewife can help at home in knitting or sewing, while the woman with more leisure can help in some phase of the Defense Program which takes her out of the home. The Women's Home Defense Unit should be composed of patriotic women of *all* circumstances.

Further Information

Inquiries will be answered and further information will be given about the Women's place in the Defense Program by the State Council of Defense, Harrisburg, Pennsylvania.



